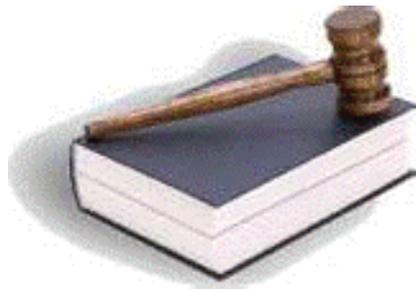

Ramsey County Adult Substance Abuse Court



PARTICIPANT HANDBOOK

*Second Judicial District
Saint Paul, Minnesota*

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WELCOME

Welcome to Ramsey County Adult Substance Abuse Court (ASAC).

ASAC is designed to promote self-sufficiency and assist you in becoming a productive and responsible community member. It is a voluntary program with the choice and effort to become drug and alcohol free made by you.

It is a unique program because it represents a closer working union between criminal justice system partners (court, attorneys, supervision, treatment) than is traditionally seen in criminal courts. A team of such professionals will be present to provide supportive services and guide you along. All are dedicated to your recovery.

This handbook is designed to provide overall information, detail what is expected of you and answer your questions. If you are reading this handbook, it means you have been accepted into the program.

You will be expected to follow the instructions given to you in ASAC and comply with the treatment plan developed for you. You are also responsible for reading this handbook carefully and following all guidelines or instructions listed.

You have been assigned a case manager from Project Remand (Tracks 1 & 2) or Ramsey County Community Corrections (probation; Tracks 3 & 4) who will directly supervise your case while you are in the program.

The ASAC Team believes in your commitment and desire for change. This program will provide you with the best opportunity to make those changes; re-balance your life and move forward on a positive path.

The content of this handbook may be modified at any time. You will be notified of any changes to your program responsibilities.

OVERVIEW

The *mission statement* of the Adult Substance Abuse Program is to enhance public safety by reducing criminal activity and assist substance –abusing participants to become drug and alcohol free, productive and law-abiding citizens.

ASAC has been designed to provide a highly structured environment to interrupt your pattern of drug and/or alcohol use and decrease your criminal activities.

ASAC is a three-phase, twelve month minimum intervention program for adults who have been charged with a felony-level offense and have an identified substance abuse problem (drug and/or alcohol). The program is *abstinence based* with specific goals and activities required in each phase. Once phase requirements are accomplished, transition to the next phase will occur.

Program components include: chemical dependency and mental health screening, assessment and referral for education or treatment; intensive supervision by your case manager; random drug and breath testing; regular court appearances and immediate sanctions and incentives.

The need to offer services for participants who suffer from co-occurring disorders (people who have mental health and chemical health issues) is important. ASAC has established the Psychiatric Court Clinic (PCC) to provide you (if necessary) the needed mental health intervention. The PCC is staffed by a psychiatric doctor and nurse who will coordinate their services with your case manager. Services can be accessed quickly; it is the eventual goal to connect you to mental health providers in the community.

The key to ASAC and your success is your motivation for change and the team approach. The ASAC team consists of the judge, prosecutor, public defender, case manager, case screener, chemical assessor, treatment provider(s) and coordinator. **YOU** are the main team member and we will be working closely with you to help you make positive changes in your life.

“There are no excuses, only choices”

ASAC TEAM AND THEIR RESPONSIBILITIES

The ASAC Team consists of these criminal justice professionals who perform the following functions (to include, but not limited to):

Judge: The Honorable Joanne M. Smith, 2nd Judicial District:

Supervises participant progress through the ASAC continuum based on weekly court hearing, team input and participant behavior; leads the ASAC Team in decision-making; holds participants accountable for their progress by use of sanctions and incentives.

Coordinator: Heidi Heinzl, Ramsey County District Court: Responsible for the operation and appropriate and timely completion of proposed ASAC program activities. Facilitates case flow, activities of participating agencies, monitors the meeting of goals, objectives and timelines; provides monitoring and contractual service quality assurance.

Prosecutor: Kim. E. Bingham, Ramsey County Attorney's Office:

Gatekeeper/screener for access to treatment through ASAC.

Public Defender: Patrick A. Kittridge/Noreen Phillips, Ramsey County Public Defender: Advocate for participant's access to and continued participation in ASAC; assists in screening; assures confidentiality requirements are met.

Case Manager: Erin Wessman-Tracks 1 & 2, Project Remand:

Provides individual supervision and a broad range of rehabilitative and case management services within ASAC program.

Case Manager: Shannon Fette-Tracks 3 & 4, Ramsey County Community Corrections: Provides individual supervision and a broad range of rehabilitative and case management services within ASAC program.

Case Aide: Pamella McGuire-Tracks 3 & 4 Ramsey County Community Corrections:

Identifies and screens eligible probation violation cases (Track 4) and refers the cases to the ASAC Team for admission consideration. In addition, provides case management services within ASAC program.

Case Screener: Michael Ronayne, Project Remand:

Screens all ASAC cases for eligibility criteria and refers the cases to the ASAC Team for admission consideration.

Chemical Assessor: Diane Cartony, Project Remand:

Performs chemical evaluations and makes referrals for county funding and placement; assists participants in obtaining assessment through insurance providers.

Treatment Representative: Lisa Portinga, Assistant Director, Twin Town

Treatment Center: Attends staffing and provides input on various and appropriate methods of treatment.

Psychiatric Court Clinic: Dr. Brad Dupre, Psychiatrist and Brigid Chase, Psychiatric

Nurse: Provide comprehensive screening, assessment, diagnosis and case planning for participants with co-occurring disorders; medication management and referral to community based mental health services. Nurse Chase attends staffing, collaborates with case managers and is the main point of contact to access Clinic services.

Adjunct Support

Alumni Group: Heather Eide, volunteer community facilitator: Conducts monthly Alumni support group meeting for graduates and current participants; provides connection to the sober community at large.

Evaluation and Management Information Plan: Keri Zehm, Evaluator, Ramsey

County District Court: Evaluation design, data collection and analysis. Prepares and disseminates ASAC research reports.

The ASAC Team is committed to assisting you in making healthy life choices and changes, and breaking the cycle of drug and alcohol use and/or addiction. By addressing your chemical and mental health needs, you will move towards living a crime-free, sober lifestyle. This program is an excellent opportunity for you to invest in yourself and your future.

PROGRAM RULES

As a participant, you will be required to abide by the rules outlined in the 'Participant Contract' and 'Probation Agreement' as well as those outlined here in the Participant Handbook. These rules will apply throughout ALL phases:

- 1) **You are not to possess or consume any mood-altering chemicals.** "Possess" means to have on your person, in your home or vehicle. **This includes alcohol and any substances containing alcohol ("non-alcoholic" beer, cough syrup and mouthwash).** Misuse of over-the-counter and prescription medications are prohibited. It is your responsibility to discuss using over-the-counter medications with your case manager **prior** to using them.

If you are on medications for a documented medical condition, you must provide proof from your doctor. Additionally, it is your responsibility to ensure that the medication you are taking will not create a "false-positive" drug test.

ANY prescription medications must be verified and prior approval for use must be obtained from your case manager. (revised 5-10-07)

- 2) **Comply** with case manager (Project Remand and Ramsey County Probation) **requests for drug and alcohol testing.** You will be assigned a 'color code' for random drug testing with color changes occurring according to phase requirements and case manager input.

You are required to call the 'color code' call line daily and follow the instructions to report for testing. Drug testing and breath testing can also occur during court, office and field visits with your case manager or other team member.

- 3) **You must not engage** in any behavior that results in a diluted, substituted or adulterated urine sample. (revised 3-4-08)
- 4) You must fully **participate** in drug and/or alcohol **treatment** as directed by the court.

- 5) You must **comply with all other programming requests** (in addition to Phase Requirements) to include, but not limited to: cognitive groups, community-based support groups, recommendations by the Psychiatric Court Clinic (if applicable) and pay restitution (if ordered) and all program fees.
- 6) Attend all ASAC **court sessions and office appointments** with case manager and be on time; contact case manager as directed.
- 7) You must report any **change of residence *prior*** to moving, and changes in your **work schedule** or employment status immediately.
- 8) **Employment** will be verified on an ongoing basis. If you are not gainfully employed or attending approved vocational/education programs, you must be involved in an approved job seeking/training component.
- 9) **Random home visits** may be conducted day or night, without prior notice by case manager or other team member. A drug or breathalyzer test may be requested of you during the visit.
- 10) **Collateral contacts** include, but are not limited to, significant others, family, employers, physicians, therapists and treatment facilities.
- 11) Case manager must approve **out of state travel**. Three weeks notice must be given, with the exception of emergency situations.
- 12) **Remain law abiding** in all respects and obey state, federal and local ordinances. You **must report any contact with law enforcement**, whether or not you receive a ticket or are arrested. This also applies if you are with other people who are stopped. When in doubt, communicate with your case manager.
(revised 6-25-08)
- 13) The Court has also ordered “**Special Conditions of Probation**” that you **must comply with**. Please refer to your Probation Agreement or Court Order. If you have any questions about your responsibilities, please discuss them with your case manager.

“Eighty-percent of success is showing up” Woody Allen

TREATMENT

You should have already completed a chemical dependency evaluation and will need to complete one if you have not already done so. An evaluation should be obtained through your private insurance carrier or Ramsey County Rule 25.

You will be referred to a treatment provider in the community to attend a program suitable in length and based on the assessment recommendations. Your treatment counselor will provide regular progress reports to your case manager. Your case manager will work with you to ensure that the treatment program is appropriate for you.

Substance abuse treatment many times has three parts: individual counseling, supportive group sessions and education. Together they are designed to develop self-awareness, an understanding of addiction and skills to maintain sobriety. The individual and group sessions can include problem identification and alternative solutions. The educational component can include films, lectures and handout materials. Your attendance at sessions will be reported to the team as part of your progress report. You must contact your counselor if you are unable to attend or will be late to a scheduled session.

Sobriety success many times hinges on the ability to address all aspects of an individual's life. Participants in ASAC are screened for "co-occurring disorders", mental health and chemical health issues that are active together. Many times mental health conditions have gone unnoticed, undiagnosed and/or untreated in the past.

You may be referred to the **Psychiatric Court Clinic (PCC)** if your case manager believes this is necessary. The PCC is an immediate resource that ASAC can use to provide additional help for you during your recovery process. The PCC is staffed by a psychiatric doctor and nurse who will assess and diagnosis conditions and offer treatment plans along with medication management. The long-term goal of the PCC is to refer you to mental health resources in the community. Access to the PCC is available to you throughout your program involvement.

SUPPORT GROUPS

You will be required to attend **support groups** such as AA (Alcoholics Anonymous), NA (Narcotics Anonymous) or other groups and meetings that can be verified by a designated person with telephone number who can confirm your attendance. The support group should be beneficial to you and assist with changing your life.

The groups will help you develop a level of trust to learn and create social bonds with other recovering addicts. Your case manager will provide you with information regarding the time and location of support groups and will direct you to special interest and recovery events in the community.

Frequent attendance is particularly important at the beginning of your recovery. Initially, the number of meetings you attend will depend on your chemical dependency treatment involvement (primary and aftercare). Once you have completed treatment, you will be instructed to attend a minimum of one support meeting per week, with modifications made as needed (adding more meetings or less over time).

During Phase 3 you will be required to attend the ASAC Alumni Group held monthly. The Alumni Group can count as a required support meeting, as can cognitive groups you may be involved with after treatment. The Alumni Group will be discussed in further detail later in the Handbook.

Please be prepared to provide proof of attendance during case management meetings and court sessions.

Cognitive Groups

You must attend gender-specific Cognitive Programming after primary treatment is completed. Male participants are required to attend Thinking for a Change which teaches you how to change your thinking patterns and behavior. It consists of 22 lessons including social skills and problem solving skills development. Female participants are required to attend Helping Women

Recover which is a 17 lesson program focusing on women’s psychological development, addiction and trauma.

CONFIDENTIALITY

Federal and state laws require that your privacy be protected. In response to these regulations, this program, its case managers and treatment providers have developed policies, procedures and designated forms for you to sign in order to guard your privacy.



SUPERVISION

You have been assigned a case manager who you will be required to maintain contact with as instructed. **Together** you will assess what areas you need assistance with: treatment, housing, transportation, family and general living needs. When appropriate, you will be referred to local, state and/or county agencies for assistance.

A **case plan** will be developed by you with your case manager which will help you set goals, select methods for meeting the goals and develop target dates for completing the goals. The plan will be reviewed and updated on a regular basis.

During each court appearance you will be given a **“Passport”**. The **“Passport”** is a summary of your responsibilities and requirements according to phase and is also the document that will have your current goal(s) and plan to achieve the goal(s) listed on it. It is your responsibility to document completion of requirements, obtain support group signatures and follow any other instructions found in the **“Passport”**. You must turn your **“Passport”** in to your case manager at your next court appearance. Failure to submit your **“Passport”** may result in a sanction.

Case management meetings will occur on a regular basis and are linked to your Phase status. The frequency of those meetings can be decreased or increased,

depending on your progress in the program. Contacts will occur during scheduled office visits, home visits, during court and include telephone reporting as well.

Your case manager may meet with you in the community or at your home – this will be determined upon scheduling needs and appropriateness as determined.

Random (surprise) home visits can occur, day or evening where you will be visited by your case manager and possibly other team members. Drug and breath testing can occur during the random home visit.

COURT SUPERVISION

A **review** of your case by the court team will occur on a weekly basis prior to court sessions. Updates from your case manager, treatment provider and any other program you are involved in will be reviewed for progress. Based on performance, the team will determine what action to take (if applicable) that may be appropriate for you: rewards (incentives) or sanctions. Other adjustments to your supervision plan may be ordered by the Judge (examples include increased drug testing, counseling, meeting attendance, re-assessment, residential treatment or intensive outpatient treatment) to help you achieve and maintain sobriety.

You will be required to appear in court on a regular basis. At each court hearing you will speak for yourself and you are encouraged to ask the Judge questions or discuss matters that may impact your efforts to maintain sobriety. The Judge will talk to you about the progress report, ask clarifying questions and discuss specific problems you are experiencing. The Judge will administer any rewards, sanctions or order other supervision plan adjustments during this time.

Court attendance is linked to your Phase status and can be decreased or increased based on your performance. Failure to appear in court may result in a bench warrant being issued for your arrest. All absences require prior approval from your case manager.

Termination from the program may be the resolution to the following situations: new arrest and/or warrants, failure to comply with program requirements, absconding or out of contact with program or exhibiting conduct deemed

inappropriate. All decisions regarding termination from the program will be made by the ASAC team.

Withdrawal from the program can occur at any time. If you do so, your case will be referred to Felony Court for further disposition.

RANDOM HOME VISITS

Random home visits will be utilized as an extra supervision tool for the program. These visits are intended to provide supportive monitoring while you are in the community. Visits will be conducted by the case managers and at times the coordinator. Most often, they will be conducted by law enforcement.

Deputies from the Ramsey County Sheriff's Department will be performing the random home visits to your residence on any day and at any time. Home visits will include PBT's (portable breath test, at the deputy's discretion), identification of residents and/or visitors in your home who will be checked for warrants and reports to the judge and team about the general condition of the home (positive or negative).

ASAC is a zero tolerance program and the use of any chemicals will not be tolerated. An arrest will be made for any positive PBT reading.

You are obligated to respond to the visit by answering your door if you are home and allowing the deputies in for conversation. If you are found not at home, the deputies may try to reach you via cell phone (if you have one) and request that you either meet them back at your residence or somewhere in the community.

The intent of the home visits is to provide open communication between ASAC participants and law enforcement, while providing additional monitoring when you are away from ASAC. Deputies have been trained to engage with ASAC participants in a respectful and honest manner.



COURTROOM RULES

- ❑ Timeliness is a virtue – be on time.
- ❑ Please sit on the right side of the courtroom (or jury box) with the other participants
- ❑ Make sure we know you are in court; check yourself in verbally or on the white board (if available).
- ❑ Cell phones are distracting; make sure they are turned off. If your cell phone goes off during court, it will be taken away and given back to you at the end of court time. The same will apply if you are caught text-messaging.
- ❑ Using portable electronic equipment or sleeping is prohibited.
- ❑ No food or beverage in the courtroom unless provided by the program or with permission of the Court Team.
- ❑ A purpose of the court session is to gain knowledge and offer support to your fellow participants. Please refrain from having random conversations. Continual, excessive talking is unacceptable.
- ❑ You are expected to remain in the courtroom during ASAC proceedings, with the exception of a restroom break if needed. Running in and out of the courtroom to smoke, make telephone calls or perform other activities is strictly prohibited.
- ❑ The Judge and courtroom environment deserves respect. Please wear appropriate clothing and remove hats while inside.
- ❑ Children are allowed in court, but must be under your control.

Failure to abide by any of these rules may result in a sanction



ASAC DRESS CODE

- ❑ Participants must wear appropriate clothing while in the courtroom. You may be asked to change your clothes if staff notices you to be wearing inappropriate clothing.
- ❑ Clothing should be clean and neat. Exception: if you arrive at court directly from doing work at your employment that results in dirty clothing.
- ❑ Closed toed shoes are the preferred footwear (to include tennis shoes). No flip-flops, sandals without socks.
- ❑ Clothing bearing drug or alcohol related themes, promoting or advertising alcohol or drug use are prohibited.
- ❑ No gang colors or gang clothing.
- ❑ Sunglasses may not be worn inside the courtroom or to any drug court related meetings.
- ❑ Please consult with the ASAC Coordinator or your case manager if you have questions concerning what clothing is appropriate to wear while participating in the program.
- ❑ **What Not To Wear-Male**
 - 👉 Tank tops, muscle shirts, sagging pants (i.e. pants that hang below the waist), unbuttoned shirts or t-shirts.
 - 👉 Shorts, even in spring/summer.
 - 👉 Hats, caps or bandanas .
- ❑ **What Not To Wear-Female**
 - 👉 Tank tops, crop-tops, see through blouses, bathing suit tops, tube tops or halter tops. Sagging pants (i.e. pants that hang below the waist).
 - 👉 Mini/micro skirts or dresses, low cut dresses, shirts, blouses that show excessive cleavage.
 - 👉 Shorts, even in spring/summer.
 - 👉 Hats, caps or bandanas.

PHASES

The Adult Substance Abuse Court program is a three-phased, highly structured program lasting a minimum of 12 months; the length of time varies depending upon your individual progress.

Each phase consists of specific requirements for transition into the next phase. Phase movement will be the result of your accomplishing the following: your goals as determined by your case plan along with the specific phase requirements and other responsibilities as discussed with your case manager. You will apply for phase moves and graduation by filling out an application packet. A review of your ASAC contract will occur to ensure total program compliance; the ASAC team will review your status and then make a recommendation for phase movement base on your performance.

| PHASE ONE – Orientation and Assessment | |
|--|--|
| Objectives | Intake, assessment and orientation; establish abstinence and chemical dependency treatment, develop trigger awareness and identify your outside support system. |
| Length of Phase | Minimum four (4) months |
| Requirements include (but are not limited to) | Weekly court hearings Primary treatment and continuing care Attend support group/12-step meetings as directed Random drug testing (twice weekly, minimum); breathalyzer tests as directed. Establish payment plan for program fees and begin paying. Create case plan goals and begin working on them |
| Advancement | A) Minimum 30 days sober immediately prior to advancement abstaining from all mood-altering chemicals B) Completion of Phase Move Application C) Satisfactory treatment progress or completion D) Satisfactory compliance with all program requirements E) Approval of ASAC Team. |

revised 3-4-08

| PHASE TWO - Stabilization | |
|--|--|
| Objectives | Continue abstinence, establish recovery. |
| Length of Phase | Minimum four months |
| Requirements include (but are not limited to) | <p>Twice monthly court hearings</p> <p>Individual and group treatment, if required</p> <p>Attendance of support group/12 step meetings as directed</p> <p>Random drug testing (1-2 tests per week); breathalyzer tests as directed</p> <p>Cognitive skill building programming as directed</p> <p>Payments made toward restitution (you must have made ½ your restitution payments in order to move to Phase 3)</p> <p>Payment of program fees</p> <p>Ongoing review and updating of case plan with goals accomplished</p> |
| Advancement | <p>A) Minimum 90 days sober immediately prior to advancement, abstaining from all mood-altering chemicals</p> <p>B) Completion of Phase Move Application</p> <p>C) Satisfactory treatment progress or completion</p> <p>D) Satisfactory compliance with all program requirements</p> <p>E) Payment of ½ program fees</p> <p>F) Approval of ASAC Team.</p> |

revised 8-1-09

As you move from one phase to another, your family and/or other significant persons in your life are invited to join you in court as the team and other participants celebrate your milestones.

“WE ALL HAVE BIG CHANGES IN OUR LIVES THAT ARE MORE OR LESS A SECOND CHANCE.”

| PHASE THREE - Transition | |
|--|---|
| Objectives | Continued abstinence, pursuit of education and/or vocation goals, connect with the community at large. |
| Length of Phase | Minimum four months |
| Requirements include (but are not limited to) | Monthly court hearings Attend monthly Alumni Group meeting Individual and group treatment, if required Attendance of support group/12 step meetings as directed Random drug testing (1-3 tests per month); breathalyzer tests as directed Payment in full of restitution (or docketed) Payment in full of program fees Stable living arrangements Stable employment or participation in an educational/vocational program Completion of all case plan goals and supervision conditions Submit Pre-Graduation Life Plan Packet |

| | |
|--|---|
| GRADUATION  | A) Six month sobriety minimum and immediately prior to advancement abstaining from all mood-altering chemicals B) Completion of Pre-Graduation Life Plan C) Successful completion of treatment D) Verified payment in full of all restitution and program fees E) Successful completion of all program requirements F) Approval of ASAC Team |
|--|---|

revised 11-12-09

On the day of your graduation, you will be invited to share with the ASAC Judge how life has changed for you since you started the program. At your graduation ceremony, the Judge will present you with a certificate of completion and will recognize your excellent accomplishments. Family and friends are encouraged to join you on your celebratory day.

DRUG AND ALCOHOL TESTING

As a participant in the program, you will be required to submit to regular and random drug and alcohol testing. The frequency of testing is linked to your Phase status and can be decreased or increased based on performance.

Drug and alcohol testing will occur through a contract provider, RS Eden. Complete information will be given to you by your case manager. You will be responsible for the cost of a confirmation test if your test is positive and you have denied use. Instant drug tests will also be used during court hearings and case management meetings (office, field, random home visits).

PBT's (preliminary breath tests) can be given on a random basis at any time during court, case management meetings or random home visits. This program also utilizes SCRAM (Secure, Continuous, Remote Alcohol Monitoring), which is an ankle that detects the presence of alcohol through skin secretion. SCRAM is used as a sanction for those who are unable to stop consuming alcohol.

Failure to appear for drug/alcohol testing without reasonable excuse or justification will count as a positive drug test and may affect your sobriety date. Tampering with the test sample will constitute a positive drug test (deliberately diluting your urine with fluids or other products, using someone else's urine or using other methods to "cheat"). Immediate sanctions will be given in both situations. Continued positive or diluted drug tests or tampering with tests may result in your termination from the program.

The use of mood-altering substances (alcohol, illegal drugs, and prescription drugs) is prohibited by the program. **If you are on medications for a documented medical condition, you must provide proof from your doctor. Additionally, it is your responsibility to ensure that the medication you are taking will not create a "false-positive" drug test. ANY prescription medications (example: muscle relaxer, pain medication) must be verified and prior approval for use must be obtained from your case manager. Failure to abide by these restrictions will result in a sanction.**

The following procedure will apply regarding drug testing: RS Eden employees will perform the testing procedures and report results to your case manager within thirty-six (36) hours. If you know your drug test will be positive, inform the tester at RS Eden and your case manager prior to submitting to the test. Remember, honesty is the foundation of this program.

If you deny the results of the positive test, you may request a confirmation test at your cost. It will be up to the team to decide if the request is feasible. Sanctions will be imposed by the Court at the next ASAC session for positive tests; the severity will be determined by your admission or omission of chemical use.

FEES AND TRANSPORTATION

Fees for ASAC are: Project Remand – Tracks 1 & 2: \$300.00
Ramsey County Community Corrections (probation) Tracks 3 & 4: \$200.00

At sentencing, the Judge may order you to pay court fines in a nominal amount along with restitution. You will also be responsible for paying probation fees (if on probation with Ramsey County Community Corrections). Payment plans can be established for all fees.

Transportation

While you are in Phase 1, you may be eligible to receive bus passes or tokens if you have a demonstrated need and are engaged in treatment. You are required to be in full compliance with your case plan goals, phase requirements and other program obligations as set forth by your case manager to be eligible. Your case manager will determine if you meet the criteria and request the team that you receive the resources needed. Your case manager may bring additional requests to the team for assistance once you are in advanced Phases, but there must be a demonstrated, exceptional need in order for the team to approve the request.

*A judgment for restitution may be entered, depending on the amount and circumstances of your case.



INCENTIVES

Incentives are responses to positive progress in the program. The type of incentive will vary depending on the behavior that needs to be recognized and are determined by the team. Incentives include (but are not limited to):

- Fishbowl drawing
- Verbal recognition and praise
- Medallions for sobriety benchmarks
- Early call in court
- Ability to leave court early
- Books or gift cards
- Lunch with a team member
- Treats during court
- Decreased drug testing
- Decreased supervision
- Phase acceleration



SANCTIONS

Sanctions are in response to noncompliance of program requirements or other infractions. Sanctions include (but are not limited to):

- ✓ Verbal or written warnings and admonishment by the Court
- ✓ Essays for court
- ✓ Increased support groups
- ✓ Increased supervision and/or court reporting
- ✓ Increased drug/breath testing and/or random field visits
- ✓ Community Work Service or Sentence To Service (STS)
- ✓ Return to earlier phase requirements
- ✓ Geographic restriction or other housing change
- ✓ Loss of sobriety date
- ✓ SCRAM/Electronic Home Monitoring/Sentence to Service
- ✓ Escalating periods of jail

(revised 11-09)



ALUMNI GROUP

The Alumni Group is a required monthly support group that you will attend once you are in Phase 3. The goal of the Alumni group is to provide a supportive environment for you and give you a chance to be mentored by a graduate of the program. The foundation of the group is honesty.

It is a support group, not a formal AA meeting. The structure of the meeting promotes honesty and self-disclosure away from the court process, case managers, ASAC team and is a confidential and safe place.

At the meetings, you will meet graduates and socialize with other Phase 3 participants. Ideas and topics of discussion are introduced by the facilitator, which are then talked about with the group at large.

The meetings are held the 3rd Tuesday of every month, from 6:00 p.m. to 7:00 p.m. at the Salvation Army- St Paul Citadel Corps Community Center located at 401 W. 7th Street, Saint Paul, Minnesota.

ASAC graduate, Heather Eide is the meeting facilitator who you can contact at any time with questions, comments or for support.

Any changes to an upcoming meeting will be communicated during court; you can also obtain the information from your case managers or the program Coordinator. Flyers with meeting information, dates and contact information for Paul Cole can be obtained from your case manager.

“Daily Acknowledgement, Daily Acceptance”

HELPFUL PHONE NUMBERS



| | |
|---|---------------------|
| Alumni Group Volunteer – Heather Eide | (cell) 651.414.9652 |
| ASAC Coordinator | 651.266.9254 |
| Case Manager (Tracks 1 & 2, Project Remand) | 651.266.2989 |
| Case Manager (Tracks 3 & 4, Ramsey County Community Corrections) | 651.266.1816 |
| Project Remand-General Information | 651.266.2992 |
| Ramsey County Community Corrections General Information | 651.266.2300 |
| Ramsey County Attorney’s Office | 651.266.3222 |
| Ramsey County Public Defender | 651.215.0600 |
| Court Information | 651.266.8300 |
| Criminal Division | 651.266.8180 |
| Fine payments and questions | 651.266.9207 |
| Violations Bureau | 651.266.8101 |
| Driver’s License Information (State of MN) | 651.296.6911 |
| Law Enforcement Center - Information | 651.266.8180 |
| Ramsey County Workhouse | 651.266.1400 |
| Electronic Home Monitoring | 651.266.1436 |
| Ramsey County Rule 25 | 651.266.4008 |
| Ramsey County Mental Health | 651.266.7999 |
| Crisis Unit | 651.266.7900 |
| RS Eden – drug testing | 651.644.3017 |
| Code-a-phone | 651.209.6139 |
| African-American Family Services | 651.642.0021 |
| CLUES | 651.379.4200 |
| Hispanos En Minnesota | 651.227.0831 |
| Twin Town Treatment Center | 651.645.3661 |
| Legal Assistance-SMRLS | 651.222.4731 |
| Medical-Open Cities Health Center | 651.290.9200 |
| Housing-Project Hope | 651.222.5863 |
| GED-Ronald Hubb Center | 651.290.4822 |